



NEW JERSEY SMALL BUSINESS
ENVIRONMENTAL ASSISTANCE PROGRAM

Dry Cleaner Compliance Calendar
2002

WELCOME

The New Jersey Small Business Environmental Assistance Program is excited to make this regulatory compliance document available for your use. A special thanks to the Florida Small Business Assistance Program for allowing us to reproduce the calendar for use with New Jersey's dry cleaning industry.

New Jersey's regulatory compliance program has three components. While each component shares the goal of increasing regulatory compliance and decreasing enforcement actions, their approaches vary to maximize the program's outreach to New Jersey's small business community.

Please feel free to contact us if you have any questions regarding this document or any regulatory compliance matters. The program's three components are as follows:

New Jersey Small Business Environmental Assistance Program

In the Clean Air Act Amendments of 1990, Congress envisioned that each state must develop a plan for implementing a Small Business Stationary Source Technical and Environmental Compliance Assistance Program. The goal was to have these programs in place by November 1992, before small businesses begin to feel the direct effects or deadlines of the Act.

Each state program is expected to include three components: (1) appointment of a state small business ombudsman; (2) establishment of a comprehensive small business assistance program; and (3) appointment of a seven-member state compliance advisory panel. These programs are confidential.

Small Business Assistance Program (SBAP)

Mr. Ky Asral
Small Business Assistance Program
New Jersey Department of Environmental Protection
401 East State Street, P.O. Box 423
Trenton, NJ 08625-0423
Phone (877) 753-1151 or (609) 292-3600
Fax (609) 777-1330
Email- kasral@dep.state.nj.us

The SBAP is a technical and administrative support component within the NJDEP. The SBAP has access to air quality experts, technically proficient engineers, scientists and managers, and environmental specialists who will provide support and technical assistance needed by small businesses to comply with the Act's requirements. Other responsibilities include:

- Informing businesses of all requirements in the Act that apply to them, and the dates these requirements will apply;
- Helping small businesses deal with specific technical, administrative and compliance problems;
- Disseminating up-to-date information about the Act to the small business community, including easy to understand public information materials; and
- Referring small businesses to environmental auditors who can evaluate how effective a company's work practices, monitoring procedures, and record keeping are for complying with applicable clean air requirements.

Compliance Advisory Panel (CAP)

Contact the SBAP (877) 753-1151

The CAP consists of seven members that determine the overall effectiveness of the SBAP. Four of these members are small business owners or representatives selected by the state legislature; the governor selects two other members to represent the “general public.” The seventh member represents the Commissioner of NJDEP.

The state compliance advisory panel reviews and renders advisory opinions on the effectiveness of the state SBAP, and makes periodic progress reports to EPA’s Small Business Ombudsman concerning compliance of the small business program with other pertinent federal regulations. The compliance advisory panel must also make certain that information affecting small business is written in a style that is clear and understandable.

Ombudsman’s Office (SBO)

**Mr. Chuck McCarty
Office of Business Advocate
New Jersey Commerce & Economic Growth Commission
20 West State Street, P.O. Box 820
Trenton, NJ 08625-0820
Phone (800) 643-6090 or (609) 777-0885
Fax (609) 777-4097
Email- [chuck.mccarty@ commerce.state.nj.us](mailto:chuck.mccarty@commerce.state.nj.us)**

The Ombudsman acts as the small business community’s advocate in matters that affect it under the Act. The Ombudsman is located within the NJ Commerce and Economic Growth Commission. Other responsibilities of the Ombudsman could include:

- Review and provide comments and recommendations to EPA and state/local air pollution control authorities regarding the development and implement of regulations that impact small businesses;
- Help small businesses deal with specific technical and compliance issues and problems, including on-site visits
- Help disseminate information about upcoming air regulations, control requirements, and other pertinent matters to small businesses;
- Refer small businesses to the appropriate specialists in state government and elsewhere for help with particular needs (e.g. available control technologies and operating permit requirements); and

- Act as spokes person on environmental issues for small businesses before state agencies and the State Legislature.

INSTRUCTIONS FOR USE

GENERAL - You may use this calendar to keep records required by the USEPA Rules for air program compliance. Keep these records at your facility for 5 years. This calendar should be used in conjunction with “DRY CLEANER SELF-AUDIT FOR NEW JERSEY.” Copies of this self-audit document are available by contacting the Small Business Assistance Program toll free at (877) 753-1151 or the Small Business Ombudsman toll free at (800) 643-6090.

SPECIAL THANKS TO THE FLORIDA
SMALL BUSINESS ASSISTANCE PROGRAM
FOR USE AND REPRODUCTION OF
THIS DOCUMENT

INSTRUCTIONS FOR USE

GENERAL - You may use this calendar to keep records required by DEP Rule for air program compliance. Keep these records at your facility for 5 years.

CONDENSER TEMP LOG

Check the outlet temperature of the refrigerated condenser every week.

Date	Temp	Is temp less than or equal to 45° F (7.2° C)?
7/5	42°F	<input checked="" type="radio"/> Y <input type="radio"/> N
7/12	41°F	<input checked="" type="radio"/> Y <input type="radio"/> N
7/19	50°F	<input type="radio"/> Y <input checked="" type="radio"/> N
		<input type="radio"/> Y <input type="radio"/> N
		<input type="radio"/> Y <input type="radio"/> N

If you checked "N", the machine must be repaired.

Record the date

Record the temperature

Check "Y" or "N" for "yes" or "no".

JULY 2002 PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		55
SUBTRACT PERC PURCHASED JULY 2001		-10
SUBTOTAL		45
Purchase Date	Purchase Amount	12 Month Running Total
7/12	+15	60
	+	

Enter running total from last month.

Enter the amount of PERC you bought during this same month last year, from last year's records or calendar. Subtract that amount.

This is your 12 month running total if you do not buy PERC this month.

This is your 12 month running total if you bought PERC this month. Record the bottom number in this column on next month's form in line **TOTAL FROM LAST MONTH**.

Record the date you bought PERC this month, if any.

If you bought PERC this month, record the amount and add it to the subtotal. This amount will also go on next year's calendar for this same month under **SUBTRACT PERC PURCHASED**.

INSPECTIONS - If you buy **140 gallons or more** of PERC per year, you must check your machine weekly for leaks and record the results.

If you buy **less than 140 gallons** of PERC per year, you must conduct and record leak inspections at least every other week.

Record the results of the inspections on the calendar. If leaks are found, they must be repaired within 24 hours. Indicate in the “DATE REPAIRED” block when repairs are completed.

If parts must be purchased, indicate the dates they are ordered and the date installed. Parts must be ordered within **2** working days of leak detection and installed within **5** working days of receipt.

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N Y	N Y	N Y	N Y	N Y			
Door	N Y	N Y	N Y	N Y	N Y			
Pump	N Y	N Y	N Y	N Y	N Y			
Button Trap	N Y	N Y	N Y	N Y	N Y			
Lint Door	N Y	N Y	N Y	N Y	N Y			
Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	

Good House Keeping Practices	Pollution Prevention Pays
<p>Good house keeping practices should be followed:</p> <ul style="list-style-type: none"> ➤ Store all solvent and waste materials in containers, which are not affected by perc and are chemically not reactive to perc. These must be kept closed and marked as HAZARDOUS WASTE. ➤ Close and secure machine doors except during loading and unloading. ➤ Drain cartridge filters in their housings for at least a 24-hour period. ➤ Maintain the solvent-to-carbon ratio and steam pressure for carbon beds in accordance with the manufacturer's specifications. ➤ All containers holding perc wastes should be kept with the lid on. This includes any cartridge filters or condensate wastes. ➤ All dry cleaning equipment should be operated and maintained according to the manufacturer's instructions found in the operation and maintenance manuals. 	<p>Follow these pollution prevention tips to run your operation more smoothly:</p> <ul style="list-style-type: none"> ➤ Regularly inspect equipment for leaks from gaskets, hose couplings, flanges, and pumps. ➤ Recover solvents from filter cartridges by draining the filters (24 hours) and heating/stripping cartridges to vaporize and capture additional solvent. ➤ Tightly seal bungs and lids on containers of raw materials and wastes to stop evaporation. ➤ Size loads (neither under or over loading) to maximize solvent efficiency. ➤ Regularly replace gaskets/seals on dryer dampers, deodorizers, and aeration valves. ➤ Consider new dry cleaning technologies. ➤ Replace faulty or worn gaskets on button trap and around cleaning machine door. ➤ Check air vents for dripping, relief valves for closure, and repair holes in air and exhaust ducts. ➤ Train your employees on proper equipment operation, maintenance, and record keeping procedures. ➤ Recycle any waste perc using pumps or funnels when transferring to storage containers. ➤ After replacing filter gaskets and seals, check for tightness. ➤ Clean lint screens regularly to avoid clogging fans and condensers.

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

JANUARY 2002 PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH			
SUBTRACT PERC PURCHASED JANUARY 2001			-
SUBTOTAL			
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL	
	+		
	+		

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N Y	N Y	N Y	N Y	N Y			
Door	N Y	N Y	N Y	N Y	N Y			
Pump	N Y	N Y	N Y	N Y	N Y			
Button Trap	N Y	N Y	N Y	N Y	N Y			
Lint Door	N Y	N Y	N Y	N Y	N Y			
Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			



Dry Cleaner Compliance Calendar

Waste Containers	N	Y	N	Y	N	Y	N	Y	N	Y	LABELED	Y	N	DATED	Y	N
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JANUARY 2002

S	M	T	W	T	F	S
		1	2	3	4 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	5
6	7	8	9	10	11 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	12
13	14	15	16	17	18 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	19
20	21	22	23	24	25 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	26

27	28	29	30	31		
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February 2002

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED February 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?	
		Y	N
		Y	N
		Y	N
		Y	N
		Y	N

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y		
Door	N	Y	N	Y	N	Y		
Pump	N	Y	N	Y	N	Y		
Button Trap	N	Y	N	Y	N	Y		
Lint Door	N	Y	N	Y	N	Y		
Solvent Tank	N	Y	N	Y	N	Y		
Water Separator	N	Y	N	Y	N	Y		

Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



Dry Cleaner Compliance Calendar

FEBRUARY 2002

S	M	T	W	T	F	S
					1 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	2
3	4	5	6	7	8 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	9
10	11	12	13	14	15 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	16
17	18	19	20	21	22	23

					Temp logged <input type="checkbox"/>	
					Inspect logged <input type="checkbox"/>	
24	25	26	27	28		

March 2002

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH			
SUBTRACT PERC PURCHASED March 2001			-
SUBTOTAL			
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL	
	+		
	+		

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?	
		Y	N
		Y	N
		Y	N
		Y	N
		Y	N

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y		
Door	N	Y	N	Y	N	Y		
Pump	N	Y	N	Y	N	Y		

Button Trap	N	Y	N	Y	N	Y	N	Y	N	Y						
Lint Door	N	Y	N	Y	N	Y	N	Y	N	Y						
Solvent Tank	N	Y	N	Y	N	Y	N	Y	N	Y						
Water Separator	N	Y	N	Y	N	Y	N	Y	N	Y						
Muck Cooker	N	Y	N	Y	N	Y	N	Y	N	Y						
Still	N	Y	N	Y	N	Y	N	Y	N	Y						
Exhaust Damper	N	Y	N	Y	N	Y	N	Y	N	Y						
Diverter Valve	N	Y	N	Y	N	Y	N	Y	N	Y						
Cartridge Filter	N	Y	N	Y	N	Y	N	Y	N	Y						
All Other Filter Gaskets	N	Y	N	Y	N	Y	N	Y	N	Y						
Waste Containers	N	Y	N	Y	N	Y	N	Y	N	Y	LABELED	Y	N	DATED	Y	N



NEW JERSEY SMALL BUSINESS
ENVIRONMENTAL ASSISTANCE PROGRAM

Dry Cleaner Compliance Calendar

MARCH 2002

S	M	T	W	T	F	S
					1 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	2
3	4	5	6	7	8 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	9
10	11	12	13	14	15 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	16

					<input type="checkbox"/>	
17	18	19	20	21	22 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	23
24/31	25	26	27	28	29 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	30

April 2002

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED April 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y	N	Y

Door	N	Y	N	Y	N	Y	N	Y			
Pump	N	Y	N	Y	N	Y	N	Y			
Button Trap	N	Y	N	Y	N	Y	N	Y			
Lint Door	N	Y	N	Y	N	Y	N	Y			
Solvent Tank	N	Y	N	Y	N	Y	N	Y			
Water Separator	N	Y	N	Y	N	Y	N	Y			
Muck Cooker	N	Y	N	Y	N	Y	N	Y			
Still	N	Y	N	Y	N	Y	N	Y			
Exhaust Damper	N	Y	N	Y	N	Y	N	Y			
Diverter Valve	N	Y	N	Y	N	Y	N	Y			
Cartridge Filter	N	Y	N	Y	N	Y	N	Y			
All Other Filter Gaskets	N	Y	N	Y	N	Y	N	Y			
Waste Containers	N	Y	N	Y	N	Y	N	Y	LABELED	Y	N
									DATED	Y	N



Dry Cleaner Compliance Calendar

APRIL 2002

S	M	T	W	T	F	S
	1	2	3	4	5 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	6
7	8	9	10	11	12 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	13
14	15	16	17	18	19	20

					Temp logged <input type="checkbox"/>	
					Inspect logged <input type="checkbox"/>	
21	22	23	24	25	26 Temp logged <input type="checkbox"/>	27 Inspect logged <input type="checkbox"/>
28	29	30				

May 2002

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED May 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

INSPECTIONS

	LEAKING?			
--	-----------------	--	--	--

INSPECTED	DATE					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
Hoses	N Y	N Y	N Y	N Y	N Y			
Door	N Y	N Y	N Y	N Y	N Y			
Pump	N Y	N Y	N Y	N Y	N Y			
Button Trap	N Y	N Y	N Y	N Y	N Y			
Lint Door	N Y	N Y	N Y	N Y	N Y			
Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N DATED Y N		



NEW JERSEY SMALL BUSINESS
ENVIRONMENTAL ASSISTANCE PROGRAM

Dry Cleaner Compliance Calendar

MAY 2002

S	M	T	W	T	F	S
			1	2	3 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	4
5	6	7	8	9	10 Temp logged <input type="checkbox"/> Inspect logged	11

					<input type="checkbox"/>	
12	13	14	15	16	17 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	18
19	20	21	22	23	24 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	25
26	27	28	29	30	31	

June 2002

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED June 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N Y	N Y	N Y	N Y	N Y			
Door	N Y	N Y	N Y	N Y	N Y			
Pump	N Y	N Y	N Y	N Y	N Y			
Button Trap	N Y	N Y	N Y	N Y	N Y			
Lint Door	N Y	N Y	N Y	N Y	N Y			
Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



Dry Cleaner Compliance Calendar

JUNE 2002

S	M	T	W	T	F	S
						1
2	3	4	5	6	7 Temp logged <input type="checkbox"/>	8

					Inspect logged <input type="checkbox"/>	
9	10	11	12	13	14 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	15
16	17	18	19	20	21 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	22
23/30	24	25	26	27	28 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	29

July 2002

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED July 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

		Y N
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	+	
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INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y		
Door	N	Y	N	Y	N	Y		
Pump	N	Y	N	Y	N	Y		
Button Trap	N	Y	N	Y	N	Y		
Lint Door	N	Y	N	Y	N	Y		
Solvent Tank	N	Y	N	Y	N	Y		
Water Separator	N	Y	N	Y	N	Y		
Muck Cooker	N	Y	N	Y	N	Y		
Still	N	Y	N	Y	N	Y		
Exhaust Damper	N	Y	N	Y	N	Y		
Diverter Valve	N	Y	N	Y	N	Y		
Cartridge Filter	N	Y	N	Y	N	Y		
All Other Filter Gaskets	N	Y	N	Y	N	Y		
Waste Containers	N	Y	N	Y	N	Y	LABELED Y N	DATED Y N



Dry Cleaner Compliance Calendar

JULY 2002

S

M

T

W

T

F

S

	1	2	3	4	5 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	6
7	8	9	10	11	12 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	13
14	15	16	17	18	19 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	20
21	22	23	24	25	26 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	27
28	29	30	31			

August 2002

PERC PURCHASES RUNNING TOTAL

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N

TOTAL FROM LAST MONTH	
SUBTRACT PERC PURCHASED August 2001	-

REMINDER:

IF 12 MONTH RUNNING
TOTAL EXCEEDS 140
GALLONS FOR DRY-TO-
DRY MACHINES, OR 200
GALLONS FOR TRANSFER
ONLY MACHINES, YOU
MUST NOTIFY THE USEPA
AND NJDEP AND
CONDUCT AND RECORD

		Y	N
		Y	N
		Y	N
		Y	N

SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N Y	N Y	N Y	N Y	N Y			
Door	N Y	N Y	N Y	N Y	N Y			
Pump	N Y	N Y	N Y	N Y	N Y			
Button Trap	N Y	N Y	N Y	N Y	N Y			
Lint Door	N Y	N Y	N Y	N Y	N Y			
Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	

Dry Cleaner Compliance Calendar



NEW JERSEY SMALL BUSINESS
ENVIRONMENTAL ASSISTANCE PROGRAM

AUGUST 2002

S	M	T	W	T	F	S
				1	2 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	3
4	5	6	7	8	9 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	10
11	12	13	14	15	16 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	17
18	19	20	21	22	23 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	24
25	26	27	28	29	30 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	31

					<input type="checkbox"/>	
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September 2002

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH			
SUBTRACT PERC PURCHASED September 2001			-
SUBTOTAL			
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL	
	+		
	+		

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y		
Door	N	Y	N	Y	N	Y		
Pump	N	Y	N	Y	N	Y		
Button Trap	N	Y	N	Y	N	Y		
Lint Door	N	Y	N	Y	N	Y		
Solvent Tank	N	Y	N	Y	N	Y		
Water Separator	N	Y	N	Y	N	Y		
Muck Cooker	N	Y	N	Y	N	Y		
Still	N	Y	N	Y	N	Y		
Exhaust Damper	N	Y	N	Y	N	Y		
Diverter Valve	N	Y	N	Y	N	Y		

Cartridge Filter	N	Y	N	Y	N	Y	N	Y			
All Other Filter Gaskets	N	Y	N	Y	N	Y	N	Y			
Waste Containers	N	Y	N	Y	N	Y	N	Y	LABELED Y N	DATED Y N	



NEW JERSEY SMALL BUSINESS
ENVIRONMENTAL ASSISTANCE PROGRAM

Dry Cleaner Compliance Calendar

SEPTEMBER 2002

S	M	T	W	T	F	S
1	2	3	4	5	6 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	7
8	9	10	11	12	13 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	14
15	16	17	18	19	20 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	21
22	23	24	25	26	27 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	28

29	30					
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October 2002

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED October 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y		
Door	N	Y	N	Y	N	Y		
Pump	N	Y	N	Y	N	Y		
Button Trap	N	Y	N	Y	N	Y		
Lint Door	N	Y	N	Y	N	Y		
Solvent Tank	N	Y	N	Y	N	Y		
Water Separator	N	Y	N	Y	N	Y		
Muck Cooker	N	Y	N	Y	N	Y		

Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



NEW JERSEY SMALL BUSINESS
ENVIRONMENTAL ASSISTANCE PROGRAM

Dry Cleaner Compliance Calendar

OCTOBER 2002

S	M	T	W	T	F	S
		1	2	3	4 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	5
6	7	8	9	10	11 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	12
13	14	15	16	17	18 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	19
20	21	22	23	24	25 Temp logged <input type="checkbox"/>	26

					Inspect logged <input type="checkbox"/>	
27	28	29	30	31		

November 2002

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED November 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y		
Door	N	Y	N	Y	N	Y		
Pump	N	Y	N	Y	N	Y		
Button Trap	N	Y	N	Y	N	Y		
Lint Door	N	Y	N	Y	N	Y		

Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



Dry Cleaner Compliance Calendar

NOVEMBER 2002

S	M	T	W	T	F	S
					1 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	2
3	4	5	6	7	8 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	9
10	11	12	13	14	15 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	16

17	18	19	20	21	22 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	23
24	25	26	27	28	29 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	30

December 2002

PERC PURCHASES RUNNING TOTAL

TOTAL FROM LAST MONTH		
SUBTRACT PERC PURCHASED December 2001		-
SUBTOTAL		
PURCHASE DATE	PURCHASE AMOUNT	12 MONTH RUNNING TOTAL
	+	
	+	

REMINDER:

IF 12 MONTH RUNNING TOTAL EXCEEDS 140 GALLONS FOR DRY-TO-DRY MACHINES, OR 200 GALLONS FOR TRANSFER ONLY MACHINES, YOU MUST NOTIFY THE USEPA AND NJDEP AND CONDUCT AND RECORD LEAK INSPECTIONS WEEKLY

CONDENSER TEMP LOG

DATE	TEMP	Is temp less than or equal to 45° F (7.2° C)?
		Y N
		Y N
		Y N
		Y N
		Y N

INSPECTIONS

INSPECTED	LEAKING?					DATE PARTS ORDERED	DATE PARTS RECEIVED	DATE REPAIRED
	DATE							
Hoses	N	Y	N	Y	N	Y	N	Y
Door	N	Y	N	Y	N	Y	N	Y

Pump	N Y	N Y	N Y	N Y	N Y			
Button Trap	N Y	N Y	N Y	N Y	N Y			
Lint Door	N Y	N Y	N Y	N Y	N Y			
Solvent Tank	N Y	N Y	N Y	N Y	N Y			
Water Separator	N Y	N Y	N Y	N Y	N Y			
Muck Cooker	N Y	N Y	N Y	N Y	N Y			
Still	N Y	N Y	N Y	N Y	N Y			
Exhaust Damper	N Y	N Y	N Y	N Y	N Y			
Diverter Valve	N Y	N Y	N Y	N Y	N Y			
Cartridge Filter	N Y	N Y	N Y	N Y	N Y			
All Other Filter Gaskets	N Y	N Y	N Y	N Y	N Y			
Waste Containers	N Y	N Y	N Y	N Y	N Y	LABELED Y N	DATED Y N	



Dry Cleaner Compliance Calendar

DECEMBER 2002

S	M	T	W	T	F	S
1	2	3	4	5	6 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	7
8	9	10	11	12	13 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	14
15	16	17	18	19	20 Temp logged	21

					<input type="checkbox"/> Inspect logged <input type="checkbox"/>	
22	23	24	25	26	27 Temp logged <input type="checkbox"/> Inspect logged <input type="checkbox"/>	28
29	30	31				

DRY CLEANER INFORMATION

NJ Air Permits

Bureau of New Source Review
NJDEP
P.O. Box 27
Trenton, NJ 08625
(800) 441-0065 within NJ
(609) 292-6716

NJ Air Permits Required for:

- Dry Cleaning Equipment
- Boilers using commercial fuel with maximum heat input rate of 1 million BTUs per hour or greater to the burning chamber (note: for boilers of less than 10 million BTUs per hour there is a general permit available)

Federal MACT (AIR) Requirements

Call USEPA Region II
Compliance Assistance Program

Wastewater

Contact your local sewer authority.
Septic systems contact your local health department or NJDEP at (609) 292-0407.

Underground Storage Tanks

Bureau of Underground Storage Tanks at (609) 292-8761

Boiler Operators

NJ Dept. Of Community Affairs
Construction Code Element
Licensing Section
(609) 984-7834

Other Sources of Help

- Minor Source Compliance Investigations
NJDEP at (609) 584-4240
- Small Business Assistance Program
NJDEP at (609) 292-3600 or (877) 753-1151

(212) 637-3497

Hazardous Waste

EPA RCRA ID #- call (212) 637-4106

NJX ID#- call (609) 292-7081

- Small Business Ombudsman
NJ Commerce at (800) 643-6090